



2014-15 Differentiated Pay Plan Submission Template

In June 2013, the State Board of Education passed a revised set of guidelines pursuant to Tenn. Code Ann. §49-3-306(h), which requires districts to create and implement differentiated pay plans. The intent of the differentiated pay plans is to give local control to districts in regard to salary schedule, and to create another lever for districts to attract and retain teachers based on a flexible set of potential criteria. A complete copy of the policy can be found [here](#).

Structure of this Document

The document includes two required sections where districts will describe their proposed 2014-15 differentiated pay plans and salary schedules. An optional section is also included on stakeholder engagement and eligibility. Finally, districts that choose to propose an [alternative salary schedule](#) as their differentiated pay plan, or part of their plan, will need to complete a short [addendum](#). A list of the common differentiated pay terms used throughout this document can be found in [Appendix A](#).

Timeline

The department has created a flexible timeline for differentiated pay plan submission to better meet the various deadlines of each district's local school board and budget processes. The table below outlines this timeline:

General Differentiated Pay Plan Submission Timeline	
Prior to submission	Local school boards are informed of and/or approve differentiated pay plans that will be submitted to TDOE
Jan. 2, 2014	TDOE begins accepting differentiated pay plan submissions
Ongoing	Districts submit differentiated pay plans to TDOE
Three weeks after date of submission	TDOE communicates approval decision to school districts
Following TDOE approval notification but no later than June 30, 2014	Local school boards approve final differentiated pay plans and any associated budget items

For those districts that choose to implement an [alternative salary schedule](#) as their differentiated pay plan (see page 5 for more detailed information on this option) the following timeline will be used in order to meet the necessary State Board of Education (SBE) deadlines.

Alternative Salary Schedule Submission Timeline	
Prior to submission	Local school boards are informed of the alternative salary schedule that will be submitted to TDOE
Jan. 2, 2014	TDOE begins accepting differentiated pay plan submissions
Jan. 31, 2014	Districts submit alternative salary schedules to TDOE
By Feb. 21, 2014	TDOE communicates approval decision of the alternative salary schedule to school districts
By March 8, 2014	Local school boards approve the alternative salary schedule
March 8, 2014	TDOE submits alternative salary schedule documents to the SBE
April 18, 2014	SBE Meeting

All differentiated pay plans and alternative salary schedules should be submitted to Laura.Encalade@tn.gov. The department also plans to post the final differentiated pay plans on its website.

Note that while the differentiated pay plan must be implemented in the 2014-15 school year, the first payouts from those plans could occur, particularly for those plans which include performance related criteria, at the completion of the 2014-15 school year when all relevant student achievement data is available. Following the 2014-15 school year, the department will collect evidence of implementation, including information regarding the number of awards that were paid out.

Contact Laura Encalade at Laura.Encalade@tn.gov or (615) 253-2119 for additional questions or guidance on creating your differentiated pay plan or on the submission and approval processes.

I. Description of Differentiated Elements (Required Section)

Directions: For each element of the district's differentiated pay plan, use the table below to provide a description of how the district will differentiate pay. The plan must include **at least one** of the elements listed below in the left-hand column, in addition to education and experience.

Many plans may include a combination of several elements; therefore, please add rows or repeat differentiated elements as needed. For example, the plan may include two different types of additional instructional roles. Also, please feel free to delete from the table or leave blank any differentiated elements that will not be used in your plan.

[Appendix B](#) of this document contains an example of each type of differentiated element. Please review that example prior to completing the table below.

Differentiated Element	Description	Compensation Type and Size	Reach	Estimated Cost	Estimated Salary Expenditures
	<p><i>Describe how the district will differentiate for this element.</i></p> <p><i>Include the criteria for receiving the award.</i></p>	<p><i>Will the compensation be given as a bonus or a base pay increase?</i></p> <p><i>How much will qualifying teachers receive?</i></p>	<p><i>Eligibility: How many teachers are eligible for this type of compensation?</i></p> <p><i>Forecasted participation: How many teachers do you estimate will receive the award?</i></p>	<p><i>How much does the district estimate it will pay out for this differentiated pay element?</i></p>	<p><i>What percentage of salary expenditures (excluding benefit costs) does this element cover?</i></p>
Hard-to-Staff (School, Subject, or Placement)	<p><i>The district will offer a supplement in a hard-to-staff tested academic area and/or foreign language based on 3 or fewer applications/transfers available. Appropriate certification must be held for the hard-to-staff position. Experience in the area is</i></p>	<p><i>The award will be given as a two-part supplement, one-part bonus if applicable. \$1,000 supplement for accepting the position as long as the teacher completes the year in that position. This supplement will continue yearly as long</i></p>	<p><i>This award will be available only in hard-to-staff positions. The district typically would have no more 3 positions per school year.</i></p>	<p><i>The estimated total for this is \$9,000 (3 teachers at \$3,000 each)</i></p>	<p><i>This award makes up less than 1% of the district's annual salary costs.</i></p>

	<i>preferred. Attendance of 170 out of 180 days for the school year is required with the exception of a waiver from the Director of Schools and Board of Education.</i>	<i>as the teacher remains in the position. \$1,000 supplement will be added for concluding the year with satisfactory growth results in the subject being taught with the appropriate measurement tools. Currently employed teachers in the designated hard-to-staff areas with satisfactory growth would be eligible to receive the same supplement as a retention incentive.</i> <i>If applicable, \$1,000 transfer bonus will be added for teachers moving to hard-to-staff positions within the district and learning the new standards. This would be for transfers that occur based upon district request from one grade level to another.</i>			
Additional Instructional Roles or Responsibilities	<i>The district will offer limited positions in additional instructional roles for extended learning. Appropriate certification for subject and principal recommendation required. Experience and Level 4 plus evaluation teachers are preferred.</i>	<i>This will be awarded in a bonus pay of \$20 per hour for each contract signed.</i>	<i>All teachers are eligible.</i>	<i>The estimated total for this is \$14,500. (State awarded amount for Extended Contract.)</i>	<i>This supplement makes up less than 1% of the districts expenditures on salaries.</i>
Education	<i>The district will include Bachelor's, Master's, Master's</i>	<i>All degrees will be awarded with a base pay increase as</i>	<i>All teachers are eligible.</i>	<i>The average base pay increase for</i>	<i>This degree increase makes</i>

	<i>+30, EDS, and Doctorate degrees for eligible base pay compensation as shown on the attached salary schedule.</i>	<i>shown on the attached salary schedule.</i>		<i>added degrees is \$2,500 per degree. The estimated cost is \$7,500. (Typically no more than 3 teachers per year will exercise this option.)</i>	<i>up less than 1% of the districts expenditures on salaries.</i>
Experience	<i>The district will continue to award step increases in the field indicated. The attached salary schedule contains proposed amounts.</i>	<i>Each teacher will earn a step increase for years of experience in the fields indicated on the attached salary schedule.</i>	<i>All teachers are eligible.</i>	<i>The average step increase in the district is \$500 per year up to 20 years when considering all levels of education. The estimated cost is \$40,000.</i>	<i>This experience makes up 1.1% of the districts expenditures on salaries.</i>

II. Salary Schedule (Required Section)

1. Please include below or attach a copy of the district's proposed 2014-15 salary schedule.

CLAY COUNTY SALARY SCHEDULE Effective July 1, 2013

YEARS OF EXPERIENCE	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
DESCRIPTION OF TRAINING																					
Teachers & Principals	40,785	41,370	41,370	42,060	42,940	43,830	45,030	45,985	47,385	48,410	48,590	49,625	49,835	50,905	51,090	52,190	52,190	53,130	53,130	54,105	54,105
System-Wide Personnel	41,775	42,370	42,370	43,060	43,980	44,885	46,115	47,090	48,510	49,570	49,755	50,825	51,030	52,135	52,315	53,445	53,445	54,405	54,405	55,405	55,405
Teachers & Principals	37,525	38,105	38,105	38,725	39,510	40,340	41,440	42,330	43,595	44,540	44,720	45,680	45,875	46,855	47,045	48,060	48,060	48,910	48,910	49,775	49,775
System-Wide Personnel	38,855	39,450	39,450	40,100	40,920	41,770	42,905	43,830	45,150	46,120	46,310	47,300	47,505	48,510	48,725	49,760	49,760	50,645	50,645	51,540	51,540
Teachers & Principals	36,050	36,640	36,640	37,215	37,955	38,775	39,815	40,655	41,850	42,750	42,945	43,875	44,040	44,995	45,180	46,140	46,140	46,945	46,945	47,770	47,770
System-Wide Personnel	37,345	37,955	37,955	38,560	39,325	40,175	41,245	42,115	43,355	44,295	44,490	45,460	45,625	46,615	46,800	47,800	47,800	48,630	48,630	49,485	49,485
Teachers & Principals	34,291	34,430	34,430	34,975	35,690	36,465	37,906	38,265	39,400	40,245	40,430	41,776	41,776	42,385	42,590	43,500	43,500	44,260	44,260	45,025	45,025
System-Wide Personnel	35,115	35,740	35,740	36,305	37,050	37,855	38,870	39,715	40,915	41,785	41,965	42,885	43,050	44,000	44,200	45,155	45,155	45,930	45,930	46,735	46,735
Teachers & Principals	30,876	31,446	31,446	31,475	32,080	32,750	34,066	34,315	35,320	36,065	36,220	37,461	37,461	37,950	38,125	38,940	38,940	39,590	39,590	40,255	40,255
System-Wide Personnel	31,715	32,315	32,315	32,810	33,450	34,140	35,045	35,780	36,820	37,590	37,760	38,575	38,755	39,565	39,745	40,595	40,595	41,270	41,270	41,965	41,965
THREE YEARS OF COLLEGE	25,865	26,340	26,340	26,750	27,280	27,845	28,565	29,175	30,015	30,645	30,790	31,455	31,600								
TWO YEARS OF COLLEGE	25,095	25,580	25,580	25,965	26,470	27,020	27,720	28,320	29,135	29,750	29,885	30,525	30,670								
ONE YEAR OF COLLEGE	24,345	24,800	24,800	25,175	25,670	26,205	26,880	27,450	28,250												
0 YEAR OF COLLEGE	23,580	24,015	24,015	24,385	24,860	25,380	26,050	26,595	27,370												

Footnotes:

Note 1: See State Board of Education *Rules, Regulations and Minimum Standards* 0520-2-4-.01(15), Advanced Academic Training Acceptable for Purposes of Salary Rating on the License, regarding master's degree, master's degree plus 30 semester hours, education specialist's degree, and doctor's degree designations.

Note 2: A principal shall receive \$8.00 per month for ten months for each full-time teacher under his/her supervision up to and including 20 full-time teachers.

Note 3: Occupational education teachers with less than a bachelor's degree who hold the occupational education license shall be paid on a bachelor's degree.

Note 4: For a supervising teacher of instruction, add \$20.00 for each teacher supervised to a maximum of 50 teachers. Less than full-time will be reduced proportionally.

Note 5: For a supervising teacher of instruction with less than a bachelor's degree, rate the person as though they hold a bachelor's degree.

(This is the proposed salary schedule unless additional funding comes down.)

2. Describe how you will allocate any future state funding increases (i.e., FY13 1.5% increase in the BEP instructional component). Will increases be: 1) applied across-the-board, 2) allocated towards differentiated pay, or 3) a combination of both? **Adjustments from the state will be given in a pay raise across-the-board due to Clay County having one of the lowest salary schedules in the state. We would like to allocate towards a more in depth differentiated pay plan; however, our focus to attract quality teachers forces us to work on the salary schedule first.**

III. Eligibility and Stakeholder Engagement (Optional Section)

While this section is optional, the information provided will help the department to be able to provide continued support and assistance to districts in implementing their differentiated pay plans.

1. Provide a list of eligibility rules (i.e., attendance requirements, retirement or transfer policies, etc.) for the differentiated pay plan elements or additional roles/responsibilities outlined in the plan. **All information is provided in the above chart.**
2. Include a description of how the district engaged teachers or other stakeholders in the development of the differentiated pay plan.
The limited allocation for differentiated pay after passing through the BEP formula, along with other partially unfunded mandates required Clay County Schools to go with a very limited pay plan. Therefore, Clay County only engaged with School Board members and members of the Collaborative Conferencing Committee.
3. Does the district plan to expand or grow its differentiated pay plan in future years? If so, what types of changes or expansions are you considering to your differentiated pay plan or salary schedule? **We expect and desire to expand based on available funding with two of the focus areas being attendance and test scores.**

Appendix A: Common Differentiated Pay Definitions

1. Base pay (base salary): An individual's salary excluding any additional compensation in the form of bonuses, stipends, or supplements for additional work or responsibilities.
2. Bonus/stipend: Additional compensation for a pre-defined set of criteria. Bonus and stipend pay are awarded in addition to or "on top of" an individual's base pay. Bonuses/stipends are one-time payments awarded for a specific role, additional responsibility, or achievement of particular criteria. Bonuses and stipends are not a part of base salary and do not become a reoccurring part of an individual's compensation.
3. Traditional salary schedule (or step and lane schedule): A salary schedule that uses years of experience and education levels exclusively to determine educator's increases in base pay. Traditional schedules may follow the same structure as the state minimum salary schedule. Salary schedules that modify the amount of the step increases given for experience or change the structure of the education lanes may still be considered a traditional schedule as long as they meet or exceed the relevant state minimums.
4. Alternative salary schedule¹: A salary schedule that uses some other component, often a performance measure, in addition to or in place of education and experience to determine base pay. A schedule where an educator's evaluation score is used to determine the amount of his or her yearly base pay increase is an example of an alternative salary schedule. Alternative salary schedules are subject to State Board of Education approval.
5. Opt-in/opt-out provision: Individuals are provided with the choice to participate in a program. This provision is most often associated with alternative salary schedules and is not a required provision.

¹ If you are unsure as to whether your plan is a traditional salary schedule or an alternative salary schedule, please contact Laura.Encalade@tn.gov.